



SIGN TECHNICIAN

Purpose:

To actively support and uphold the City's stated mission and values. To perform skilled work in the fabrication, installation and replacement of City signs, logos and insignias. Upon request, may participate in the design and layout of City signs and insignias.

Supervision Received and Exercised:

Receives general supervision from the Senior Sign Technician or from other supervisory or management staff.

Examples of Duties:

This class specification is intended to indicate the basic nature of positions allocated to the class and examples of typical duties that may be assigned. It does not imply that all positions within the class perform all of the duties listed, nor does it necessarily list all possible duties that may be assigned.

Duties may include, but are not limited to, the following:

- Perform a full range of sign and paint shop activities including the design, layout and fabrication of City signs, logos and insignias.
- Sketch and lay out sign lettering and design according to Federal, State, City and MUTCD (Manual and Uniform Traffic Control Devices) specifications and/or project needs.
- Construct and stretch silk screen frames; lay out, hand cut and apply process stencil films for silk screen impressions.
- Cut out sign blanks; prime and prepare surfaces for painting and lettering.
- Hand letter and/or silkscreen lettering, designs and insignias.
- Apply decal insignias and graphics.
- Design and develop signs and graphics using a computer. Produce visual communication materials for special events.
- Use and operate print shop tools and equipment including silk screening equipment, paint sprayers, vacuum frame and exposure systems.

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- Mix and match paints to specific color requirements.
- Clean and maintain the City's sign and paint shop materials, machinery and tool inventory.
- Make routine and emergency purchases as authorized and required; install and set up signs and traffic devices as required.
- Perform related duties as assigned.

Experience and Training Guidelines:

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. The hiring department may include job related experience, training or license and certification preferences at the time of recruitment. A typical way to obtain the knowledge and abilities would be:

Experience:

Two years of experience performing skilled graphic design and/or fabrication work.

Training:

Equivalent to the completion of twelfth grade supplemented by vocational school or college level coursework in graphics, fine arts or a related field. An Associates degree is preferred.

Licenses/Certifications:

Possession of, or ability to obtain, an appropriate, valid Arizona driver's license. Possession of or ability to obtain within one year of hire, appropriate IMSA Certifications. (i.e. Work Zone, Signs & Markings Level I & Level II)

This position is included in the City's classified service, pursuant to City of Tempe Personnel Rules and Regulations, Rule 1, Section 103.

Job Code: 8460

Salary Range: 18

FLSA: Non-Exempt